

## Trustees Minutes

July 12, 2016

A regular meeting of the Trustees of the Public Library was held on Tuesday, July 12, 2016 at 7:00 p.m. at the Main Library. Those present were:

Burstein	Lohe	Vanderkay
Healy	Mehta	
Livingston	Rees	

Also present: S. Slymon, Director; A. Reed, Assistant Director; H. Sway, Assistant Director of Technology; and S. Brown, Director of BlueWave Solar.

### **I. Approval of Minutes**

**M** It was moved to accept the minutes of the June 14, 2016 Board meeting. This motion was seconded and passed unanimously.

### **Bluewave Solar Presentation**

Sandra Brown, Director of Bluewave; gave a presentation on the Brookline Solar Initiative and distributed an agenda to the Board.

### **II. Library Director's Report**

**Circulation:** Circulation of library materials increased 4.18% in June overall compared to last year's levels.

**Financial Report:** As is typical in the month of July, no financial report was distributed.

**Staffing:** R. Blumenthal and N. Chadburn have returned from medical leave. L. Mellett is still out on medical leave. D. Brown will be retiring at the end of September. There is one internal applicant for the Reference Librarian II position and the Director will also be posting the position externally. The Board will hear two Step II grievance appeals at the September meeting.

**Coolidge Corner Renovation:** The Director is looking forward to exploring new strategies for a Coolidge Corner project.

**Quarterly Professional Development:** The all-staff in-service day was very successful. The staff enjoyed the presentation by Jennifer Koerber, and hopefully were inspired to re-evaluate and re-invent themselves! The slides may be viewed at: <http://www.jenniferkoerber.com/past-work/workshops-trainings/slides-handouts/> .

**Outreach/Conference:** The Director and Assistant Director attended the ALA Annual Conference in Orlando and found the event very inspiring and invigorating. They both submitted reports to the Board. The Director has been invited to the grand opening of the rejuvenated Johnson Building of the Copley Square location of the Boston Public Library. The Director posted the list of FY16 Accomplishments at the Trustees meeting, and she looks forward to the Board seeing how much the team has accomplished.

**Social Media/Website:** The most important and exciting development is that the new website was launched on the last day of June. Under the Assistant Director of Technology's leadership, and with the generous sponsorship of the Foundation, the team brought forth an attractive, modern, content-rich website that is the envy of all of the libraries in Minuteman. Staff members on the team include Colin Wilkins, Robin Brenner, and Maddi Ranieri, and Trustees were urged to so if you see them "high fives" if they see them. Social media activity keeps moving booming along at high speed. The Putterham

guinea pigs now have a pen-pal, the Bedford Library turtle. They have a robust correspondence, and people on social media have been enjoying it tremendously.

**Artist in Residence Program:** The Artist in Residence Program is in full swing. Progress can be seen at <https://brooklinepubliclibraryair.org/>.

**Brookline Day:** The Assistant Director reported on Brookline Day, which will be held this year on September 18, 2016 at Larz Anderson Park. A. Reed is representing the Library on the “#brooklinetogether” committee promoting community engagement, which comprises representatives from various town departments, including Police, Fire, DPW, Recreation, and Diversity and Inclusion. The committee presented a proposal to the Town Administrator and Town Department Heads to have roaming ambassadors at Brookline Day to answer questions about Brookline Town government, how to register to vote, procedures for applying to serve on town commissions, etc. The Assistant Director as well as staff Librarian Maureen Sullivan will be ambassadors for the library. This year A. Reed will be the Administrative Department representative, as S. Slymon A. Reed and the Assistant Director for Technology will rotate the responsibility of attending Brookline Day. The library will also have a table on Town Hall row. There will be information about the library’s programs, copies of "Voices of Brookline" to hand out, and a Strategic Planning survey available for attendees to complete. Staff member Roy Mackenzie will have the book bike at the event. A. Reed asked the trustees for volunteers to be at the library table from 11-3. Interested trustees were asked to contact her as soon as possible.

**M Winter Hours:** The Winter Hours were distributed. It was moved to accept the Winter Hours. This motion was seconded and passed unanimously.

**Committee Assignments:** The Committee Assignments for the 2016-2017 term were distributed to the Board.

**Patriot Act:** The library has not been served with any court orders since the last meeting.

**III. Trustee Bylaws:**

Board members will contact the Chair if they would like to discuss or propose amendments to the Trustee Bylaws. These proposed amendments will be discussed at the September board meeting.

**IV. Adjourn**

**M** There being no further business to come before the meeting, upon motion duly made and seconded, it was unanimous.

Voted: To adjourn at 8:20 p.m.

A true record.

ATTEST

Judith A. Vanderkay, September 6, 2016

Secretary